

March 16, 2020

Dear colleague,

As you know, Exelon and its utilities are continuing to monitor the evolving situation regarding the Coronavirus (COVID-19) and are updating employees frequently. While we understand that this is a topic of great interest, we must remain focused on safety while we conduct our day-to-day business.

The health and safety of our employees, contractors and customers is our top priority. Exelon and its utilities have already taken many steps to protect the health of our employees, including:

- Enacting additional precautionary measures at call centers and control centers;
- Instituting enhanced cleaning procedures at our facilities;
- Encouraging video conferences or conference calls in place of in-person meetings; and
- Prohibiting employees from hosting or attending business events or conferences with more than 25 internal or external attendees.

That said, a subset of our workforce may need to take additional precautions depending on their job function, location and changing conditions. We have been working closely with Supply Chain since the beginning of the year to identify and order the potentially needed protective equipment for our employees.

Employees who perform indoor work and interact with customers should perform their work while practicing social distancing, keeping six feet between themselves and the customer. However, it may not be possible to maintain social distancing in all situations.

In the event a worker who performs indoor work in a customer's home or business does not believe they will be able to perform their job while maintaining a distance of at least six feet from the customer, they should immediately contact their supervisor.

Depending on the nature of the task, the supervisor may advise the employee to reschedule the work. If the task is mission critical, additional protective equipment may be provided to address potential exposure to the virus. This equipment may include masks, disposable coveralls, disposable boot covers, goggles or safety glasses and a face shield. Details about the use, availability and distribution of this equipment will be provided directly to those employees. This additional equipment is not needed while performing outdoor work; these employees should practice social distancing and stay at least six feet away from customers while completing their work.

Further, if a customer shares they have tested positive for COVID-19 or have been exposed to COVID-19, contact your supervisor immediately for direction before proceeding.

The need for additional equipment will continue to be evaluated daily based on changing conditions and CDC recommendations. As you know, there is a high demand for certain goods and equipment across the country that has limited the supply of these products. That said, we are committed to ensuring that employees who perform indoor work in customer homes and businesses have the equipment they need to be safe.

Please remember that Exelon's Coronavirus Information Site for employees – [exeloncorp.com/coronavirus](https://exeloncorp.com/coronavirus) – is updated daily, and we urge you to refer to that website as a first source of information to answer questions you may have.